

**TO:** CITY MANAGER **DATE:** 2020 January 22

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
*Reference:* RFP #11-01/16

**SUBJECT: CONTRACT EXTENSION  
MOBILE PAYMENT SERVICES – PARKING**

**PURPOSE:** To obtain Council approval for a two year contract extension for mobile payment services for parking.

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**RECOMMENDATION:**

1. **THAT** Council approve a two year contract extension to PayByPhone Technologies Incorporated in the amount of \$300,000.00 including GST in the amount of \$14,285.71 for mobile payment services for parking as outlined in this report. Final payment will be based on actual quantity of goods and services purchased.

**REPORT**

In 2017 March, the City awarded a contract to PayByPhone Technologies Incorporated for a total cost of \$230,000.00 including GST in the amount of \$10,952.38. The initial contract was for the period 2017 March to 2020 February, with options of up to two, one year extensions at the discretion of the City. The work of this contract includes providing meter mobile payment services for parking. Payments are based on actual transaction volume of services provided. Funding for the service is provided from a portion of the revenues generated from parking meter customers who use their mobile phones to pay. Revenue collected during the initial three year term totals more than \$3 million with expenditures totaling approximately \$220,000.00.

This recommendation is for a two year contract extension effective 2020 March 01 to 2022 February 28 in the amount of \$300,000.00 including GST in the amount of \$14,285.71. Total estimated contract value is \$530,000.00 including GST in the amount of \$25,238.09. PayByPhone Technologies Incorporated is holding the same rates throughout the renewal term. Additional revenue of \$1.0M has been budgeted in the 2020 operating budget due to increased use of PayByPhone services by citizens and the expansion in the number of meters.

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From: Director Finance  
Re: Contract Extension  
Mobile Payment Services – Parking  
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<b>Contract History</b>	<b>Term</b>	<b>Accumulative Total Change (including GST)</b>
Original Contract Award	2017 Mar – 2020 Feb	\$230,000.00
Contract Extension	2020 Mar – 2022 Feb	\$300,000.00
<b>TOTAL</b>		<b>\$530,000.00</b>

PayByPhone Technologies Incorporated has previously performed this work to the satisfaction of City staff. The Director Engineering concurs with this recommendation.

Funding for this requirement is included in the 2020 – 2024 Provisional Financial Plan under various operating accounts.



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:SL / ew:md

Copied to: Director Engineering